

**WSDOT/ACEC Project Delivery Team Meeting
Lakewood Maintenance Facility, Tacoma, Washington
April 1, 2005**

Website: <http://www.wsdot.wa.gov/partners/projectdelivery/>

Action Item: Ken will bring issues from consultants to the steering committee. Let him know your frustrations.

Action Item: Jamie Selby will contact Lisa Reid about how the system works for her and Lisa's frustrations with it.

Action Item: Ken will put a group together to review differences between the 16- and 36-page checklists.

Action Item: Draft Recommendation

Ken will be responsible to draft a request to require WSDOT to review the checklist and revisit the requirements of design documentation. What is the appropriate mechanism to keep it from creeping into something bigger again? Make sure the purpose of the tool is understood.

Action Item: Keith Metcalf will revise Recommendation 3 to include leased property. This is a tool that helps us be more accountable to the project. It helps us manage the project.

Action Item: Darlene will fill out a recommendation request form and give it to Ken. This is Recommendation No. 5.

Action Item: Team bring ideas for #44 (add resources to Real Estate Services) to the next meeting.